

# Minutes of the Meeting of Escrick Parish Council on Monday 2<sup>nd</sup> September 2013 at 7.30pm held at Escrick and Deighton Social Club

Present:

Councillor A Bowman  
Councillor E Casling (Chair)  
Councillor L Coulson  
Councillor S Cunningham  
Councillor A Lamont  
Councillor M Luscombe  
Councillor B Forster  
Councillor J Goode  
Councillor J Reader  
Councillor I Reynolds  
Councillor S Smowton

Mrs L Reader (Clerk)

5 members of the public

## 1. To receive apologies for absence

There were none.

The Chairman requested the insertion of an item on the Agenda after item 4.

## 2. \*Public Session

One member of the public spoke to say that the work requested on the hole near the bus stop on the A19 had been attended to very well.

## 3. To receive and approve the Minutes of the previous meetings

### 1<sup>st</sup> July Minutes

The Chairman requested that amendments be made to item 5.3 of the minutes held on 1<sup>st</sup> July, relating to the Parish Council noticeboard. The changes were made to the hard copy of the minutes and were to clarify that Cllr Casling's offer for Casling Home Services to clean the glass on the noticeboard was to be **free of charge**. In actual fact, it had been found that the "glass" was actually plastic and therefore could not be cleaned in the same way as glass.

The Chairman also requested that the words "**This was also free of charge**" was inserted into the item relating to Richard Rowson's proposal to develop a new website.

Paragraph 7 should read "34" not "43"

Councillor Coulson also requested that clarification be sought regarding the wording on the bribery form that had been given to the Parish Council. It was agreed that this should be included as an agenda item for the next meeting in October and that TCG should be asked if they can give a presentation, which they had offered to do at the consultation earlier in the year.

### 8<sup>th</sup> April Minutes

A letter had been received from a member of the public. They were concerned with the decision making process relating to a planning application relating to hockey pitches at Queen Margaret's school. Parts of the letter were read out and copies given to members of the council. A discussion took place regarding the contents of the letter. The parish council decided that no further action was required.

The Chairman read out parts of the letter and summarised it for those Councillors and members of the public present at the meeting. The Chairman then commented that the 8th of April was in fact the first meeting as a full new council after a period of control by an interim council. After receiving advice from the Monitoring officer at SDC regarding this issue the situation is that whilst no record of the action agreed was made, that does not mean a decision was not made to delegate authority to the four councillors. Councillors Casling, Reynolds, Foster and Coulson were asked to respond on behalf of the parish council via the clerk. Cllr Coulson drafted a response which was approved by her colleagues.

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Therefore for clarification paragraph 2 of 9 (i) should have inserted at the end:-

“Should no extension be given then the four councillors were delegated to make and approve representations. (being Reynolds,Casling,Foster and Coulson)”

### **6<sup>th</sup> May Minutes**

Councillor Coulson also asked for an amendment to be made to 6th May minutes which were on the subject of planning application 2013/0235/COU.

The paragraph now reads:

#### **2013/0235/COU Proposed change of use of 10 acres of agricultural land for 4 sports pitches with a timber post and rail fence enclosure.**

Cllr Coulson reported that land in question was not Green Belt land and that the pitches were to be covered in grass. The Members were happy with this. It was agreed that the area of land should be conditioned with regards lighting and Cllr Luscombe asked for information regarding the height of fencing around the area, his concern being dog walkers passing by and the possibility of dogs getting onto the pitches and disrupting the games. The Parish Council had already submitted their representations which were approved by four designated Councillors.

#### **4. To receive Correspondence**

- (i) The Clerk reported that a copy of a Notice of Objection to Escrick Parish Council's accounts which have been sent to the External Auditor had been received. The sender wished to remain anonymous. The complaint relates to the financial year ending 2012.

The Chairman reported that she had spoken to Littlejohn (the external auditor) who had advised that there was an issue with the variance of around £700 between the Clerk's salary for the previous year and the year 2012-2013. Littlejohn advised that they did not consider any other points to be relevant and that they were happy with the explanations given.

- (ii) The Clerk reported that a Freedom of Information request relating mainly to the handling of Freedom of Information requests and correspondence relating to this had been received. The sender wished to remain anonymous. The request had been dealt with.
- (iii) The Clerk received an email from Helen Pentith who wished to forward an email received by her regarding the positive behaviour experienced by a Parishioner at the recent Rally that took place in the Estate grounds. (Read out email)
- (iv) The Clerk received an email from Mrs Mary Cartmell regarding the state of hedges in the village. Cllr Reynolds agreed to mention the hedge on the corner of Woodlands and Skipwith Road to the owner, who he knew.
- (v) An email was forwarded to the Clerk by Jane Meachin at Selby District Council regarding a telephone call from a lady from the village about the bus shelter in Escrick near Escrick Business Park. The lady was advising that the bus shelter is overgrown with ivy from a garden at the rear and thinks there is a wasps nest as well as a lot of rubbish. NYCC advised that they do not look after this shelter and Jane wondered if we knew whether it was under EPC's remit or that of YCC. The Parish Council was of the opinion that it must be a NYCC responsibility and the Chairman agreed to chase the matter up when she was next at NYCC.

##### **4.1 North Selby Mine Site update**

The Chairman asked everyone in the room to treat what she was about to say carefully. The decision to approve the application for the North Selby Mine Site had been quashed 2 weeks ago but the consent order was still awaited which is why this was not being reported as common knowledge at the moment. The reason for the decision being quashed was that the report didn't take into consideration that the site was not clear, it assumed that it was clear. City of York Council would have to pay 80% of the costs and a brand new application

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would have to be made if they wanted to take this application forward and the Green Belt status of the site would need to be taken into account. The Chairman advised that the Action Group would inform everyone in two weeks.

### 5. To discuss the new Parish Council Website

The Chairman asked that Cllr Steve Snowton be thanked for all his hard work over the last 7 years on the existing website.

The following items were discussed:

1. To approve the Terms of Reference
2. To retain the existing "Escrick.org" domain name
3. To register the domain name in the name of Escrick Parish Council

RESOLVED: The motion to approve three items was agreed by the Council

### 6. To remark on Bill Reader's Contribution to Escrick Parish Council and the Village

The Clerk had been asked to research Mr Reader's contribution to the Parish Council. The Clerk reported the following findings:

*The minute books date back to 1895 – Bill wasn't THAT old of course but there was a J Reader listed as a Parish Councillor back in the early minutes. That was Bill's uncle I believe! His father was also a Parish Councillor as well at one time or another.*

*The first mention of Bill in the minutes was at an annual parish meeting where he asked for some repairs to be made to a pathway in the village. That was on 9<sup>th</sup> February 1955. The chairman congratulated the attendees to the meeting (26 of them) and said that if only they would attend Parish meetings and air their views then something might be done but he was sorry to say that people seemed to lack interest in their village – the same could be said for today!*

*It looks like Bill's interest in the Parish Council grew that year (1955) because he was listed as a councillor for the first time in 1955 on 8<sup>th</sup> December. The minutes incorrectly show the date as 1956 (they were obviously written up in the new year) but the previous minutes were signed on 8<sup>th</sup> December 1955 and the date of the meeting was 8<sup>th</sup> December so that means that Bill served as a Parish Councillor for 57 years until the elections earlier this year. I don't know if that was contiguous service or not.*

*I also discovered that Bill also served as a School Governor until he retired from the board in 1981 – something I didn't know!*

*He was involved in the committee responsible for organising the Silver Jubilee celebrations in 1977.*

The Chairman went on to say that Mr Reader had shown a remarkable commitment to the Parish Council and the Village. She also asked for suggestions as to what would be a fitting tribute to Mr Reader in the village. Cllr Coulson commented that the Parish Council should be mindful of the cost of such a tribute and where the money for this might come from. One suggestion had been that perhaps the Fountain could be switched on again or perhaps a bench could be dedicated. Cllr Reynolds proposed that suggestions should be sought and brought to the next meeting.

### 7. To discuss whether the Parish Council wishes to develop a Neighbourhood Plan

The Chairman asked Cllr Coulson to put together a briefing on this subject. The Chairman reported that she had spoken to Jonathan Lund at Selby District Council that whilst there was money available another village had already applied but he would put Escrick on the list. The Council felt that Escrick should be proactive, put ideas together regarding control of development, potential sites etc and then go public. Cllr Forster asked about the green belt review, which Cllr Reynolds pointed out was for the whole of Selby district, not just Escrick. It was suggested that the planning group should do some information gathering and report back at a future meeting. The planning group suggested that other members should also be involved and any interested Councillors were asked to email the Clerk and then a date for an exploratory meeting could be arranged.

### 8. To set a date and time for the next Finance and Admin Committee meeting

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The Chairman agreed to email some dates to the other members of the committee and a date and time for the meeting would be arranged and published on the notice board along with an agenda. The meeting is open to the public.

### **9. To discuss the Budget for 2013-2014**

The Chairman handed round the up to date budget sheet. The sheet showed the election costs and someone asked whether we were able to phase this payment. The Chairman replied that no, it could not be phased but that Selby District Council had allowed the Parish Council time to pay by not issuing the invoice yet, as the payment would have to be made once the invoice was received. The Parish Council would be due the second half of the precept payment at the end of September so it was felt that it was the right time to pay for the election now.

The Chairman brought several items to the attention of the Councillors who were members of the Finance and Admin committee that are typical of matters to be considered in any draft budget prepared for consideration, firstly the Clerk's salary and whether the Parish Council should pay the Clerk for the additional hours worked. It was felt that whilst no-one wanted the Clerk to lose out, the Parish Council's funds were not bottomless and this should be carefully considered. Other items were the old bus stop which was, in fact a war memorial, the Monument on Carr Lane – it was felt that it needs a good tidy up and possibly the surrounding wall repointing, grit bins and the idea of a group of people who would clear snow on the main roads around the village, similar to the one that Riccall have.

### **10. To receive Reports**

#### **10.1 Police**

There has been an increase in garage burglaries in the Selby area; please keep your garages secure by using the appropriate security for garage doors.

#### **Early August: Cycle thefts**

There has been an increase in thefts of cycles from sheds and garages throughout the Selby district. Residents advised to check the security of their outbuildings and to lock their cycles even when they are in these buildings. Please call NY Police on 101 if you see anything suspicious.

#### **Late July: Home and Vehicle security**

A reminder to keep home and vehicles secure. Keep valuables out of sight. Thieves are tempted to break into properties to take car keys and then cars. Don't make it easy for thieves to break in.

#### **10.2 County Councillor**

The Chairman, in her capacity as County Councillor, reported that a letter had been received by Mr John Gaskin and herself regarding the right of way. The Chairman read out the letter which was asking for views and evidence. At the time of the meeting, Escrick Parish Council had not received this letter which is why it was not on the agenda.

The Chairman reported that the application for 3 houses and associated access, parking and landscaping on land to the rear of 48-52 main street, Escrick had been successful. The Chairman reported that she had attended the planning meeting herself and voiced her objection to it. An agreement has been received that there will be no deliveries at school times but the chairman still felt that the road is a danger and had spoken to Gary Lund about it.

The Chairman also reported that she had spoken as well to North Yorkshire Public Health regarding the state of the road near the doctor's surgery. Funding would be required to make the road good in order to get it adopted by North Yorkshire County Council. Cllr Coulson asked when this work would be completed. The Clerk was asked to write a letter on behalf of the Parish Council to both the manager of the Parsonage and the doctor's surgery, as it was felt that both of them had an obligation to keep the road in good repair.

#### **10.3 District Councillor**

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Cllr Reynolds, in his capacity as District Councillor had nothing specific to report, other than to say that 9<sup>th</sup> September would be the last date for representations to the Boundaries Commission about the Boundaries.

### 10.4 Clerk's Timesheet

The Clerk had circulated a timesheet and Cllr Reynolds suggested that advice be sought from the Yorkshire Association of Local Councils about the fact that external factors had been causing additional work which mean that the Clerk had regularly had to perform more hours than she was paid for. Cllr Lamont agreed that action needed to be taken and a discussion ensued regarding possible solutions to this.

RESOLVED: It was proposed, seconded and unanimously agreed that advice be sought from YALC.

### 10.5 Other

The Clerk had received an appeal for information relating to a persistent fly tipper in the Selby area and parts of this were read out. Anyone with information was asked to contact the Community Officer for Access Selby on 01757 705101.

The Clerk also reported that she had been forwarded a letter by the previous Clerk relating to the Environmental Permit, Allerton Waste Recovery Park which, the letter advised, had been issued on 17<sup>th</sup> July 2013. An overview of the letter was read out.

## 11. To receive an update on the Accounts

### 11.1 Receipts

There were none

### 11.2 Accounts for Payment

Amount	Received From	Details
1169.58	Northern Power Grid	Making safe lamp post 6 The Glade
15.00	Escrick and Deighton Club	Room Hire 2 <sup>nd</sup> September 2013
32.60	HMRC	July
32.60	HMRC	August
32.60	HMRC	September
130.47	L Reader	Salary July
130.47	L Reader	Salary August
130.47	L Reader	Salary September
79.20	nPower	Festive Lighting 1/4/12 – 31/3/13
578.86	Northern Power Grid	Make safe lamp post Skipwith Road/A19 passageway

The invoice from Northern Power Grid for making safe the lamp post at no 6, The Glade was again discussed. Since the last meeting, the lamp post had been replaced by NYCC as part of their recent replacement exercise where all the lamp posts that were their responsibility had been replaced in the village. It was felt that the money that was received in respect of the insurance claim for replacing the lamp post could not be used for the payment of the invoice for making the lamp post safe. The Chairman agreed to contact the lighting department at NYCC and check that there is no intention to charge Escrick Parish Council for the replacement. No authority had been sought to replace it and it was felt that it must have been one that they were responsible for. It was felt that the Clerk should write to the insurers, Came & Company, to ask for their view on the matter. In the meantime, the invoice should remain unpaid until the matter was resolved.

The Clerk also brought to the Council's attention that the cost of the hire of the room at Escrick and Deighton Club had increased to £15. It was felt that it may be time to find a cheaper venue.

The Clerk also brought to the Council's attention that another invoice had been received from Northern Power Grid for the making safe of the lamp post on Skipwith Road/Main Street that had been damaged by a motorist in May 2013. The Clerk agreed that she would seek a quote for

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replacement BEFORE submitting the claim to the insurer for the work, to avoid the same situation arising as for the Glade lamp post.

RESOLVED: With the exception of the Northern Power Grid invoices, it was proposed, seconded and agreed to pay the accounts shown in the table above.

**11.3 Statement of Current Balances, Income and Expenditure to Date**

The Clerk circulated copies of the bank reconciliation sheet as below.

Bank Reconciliation at 2nd September 2013

Balance brought forward at 1st July 2013				£5,650.90
Add Receipts for Month				<u>£0.00</u>
				<u>£5,650.90</u>
Less Payments for Year				
	100621	Mrs P Harrison	£118.60	
	100622	L Reader expenses	£16.99	
	100623	HMRC	£32.60	
	100624	L Reader	£130.47	
	100620	Room Hire	£30.00	
	100611	Room Hire	£10.00	
				<u>£338.66</u>
Balance at bank and in hand at 1 Sept 2013				<u>£5,312.24</u>
		Business Money Manager	£4,938.08	
		Community Account	<u>£374.16</u>	
			<u>£5,312.24</u>	
Less unrepresented cheques				
		0	0	<u>£5,312.24</u>
Receipts	None	0	0	
Accounts for Payment	£1,169.58	Northern Power Grid (Northeast)		Repair to lamp post 6 The Glade
	£15.00	Escrick & Deighton Club		Room Hire for 2/9
	£32.60	HMRC		July
	£32.60	HMRC		August
	£32.60	HMRC		September
	£130.47	L Reader		Salary July
				Salary
	£130.47	L Reader		August
	£130.47	L Reader		Salary September
	<u>£79.20</u>	nPower		Festive Lighting 1/4/12 –31/3/13
	<u>£1,412.85</u>			
	£578.86	Northern Power Grid		Make safe lamp post Skipwith Road/A19 passageway

**12. Planning**

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**12.1 Applications Received including Standing Order no. 34 Applications**

8/10/83D/PA Erection of a single storey extension to the ancillary accommodation Sileitat, 3 Skipwith Road

Cllr Coulson and Cllr Reader declared an interest in this application. Cllr Forster agreed to investigate the application.

**Standing Order no.34 Applications**

**8/10/268/PA Erection of a two storey extension to the rear of Oak Lodge, Skipwith Road, Escrick**

Cllr Casling, Cllr Coulson and Cllr Bowman declared an interest. The comments made by the Parish Council Working Group were read out, namely that

“The Parish Council has no objection to this planning application.”

The Representation form was forwarded to Selby District Council prior to the deadline of 7<sup>th</sup> August 2013.

**8/10/213A/PA Application for two storey rear extension at 4 Escrick Court Escrick.**

The comments made by the Parish Council Working Group were read out, namely that

“The Parish Council has no objection to this planning application in principle. However, we would ask the Planning Officer to be satisfied that the upstairs bedroom windows moving nearer to the boundary will have no adverse impact on the amenity of the adjacent dwelling. Also the existing ornamental trees and shrubs on the boundary should be retained to maintain a degree of screening.”

The Representation form was forwarded to Selby District Council prior to the deadline of 29<sup>th</sup> July 2013.

**8/10/269/PA Erection of a detached dwelling and garage at 1 Wenlock Drive, Escrick.**

The comments made by the Parish Council Working Group were read out, namely that

The Parish Council has no objection to this planning application in principle. However, we would ask the Planning Officer to consider the following observations.

1. The turning facility shown on the plans may not work if 2 cars are parked. The car shown is only 3.5m long and if a vehicle parks in front of the garage turning by a second car will be affected.
2. Suggest the applicant moves the single garage back by 2m and provides a parking area between the garage and the house. The turning area could also be extended out in front of the house to facilitate turning.
3. The access for the consent 2012/0783/FUL required an in/out drive arrangement. SDC are to satisfy themselves that the proposed turning facility will work, bearing in mind the proximity to junctions.
4. 2 x 43m visibility splays will require the removal of the entire holly hedge on the site frontage. The applicant's drawing should show what is proposed on the frontage when the hedge has been removed.

*The comments were submitted to Selby Parish Council*

**12.2 Notices of Decision**

**8/10/268/PA Erection of a two storey extension to the rear of Oak Lodge, Skipwith Road, Escrick - GRANTED**

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**8/10/267/PA Erection of 3No. dwellings and associated access, parking and landscaping on land to the rear of 48-52 Main Street, Escrick - GRANTED**

**8/10/213A/PA Application for two storey rear extension at 4 Escrick Court Escrick - GRANTED**

**13. Street lighting**

Since the last meeting, NYCC have undertaken the programme of replacement of lamp posts in the village that they are responsible for. A definitive list of which ones the Parish Council are responsible for is required. NYCC are still to come back to the Chairman regarding the survey that they have offered to do.

The Chairman has approached NYCC regarding the potential of a reduced tariff but this is not possible at the moment, however, Escrick Parish Council has been placed on the list for this should further funding become available.

The Clerk was instructed to send the letter that had been drafted to send to Mr Hardy giving him permission to perform an inspection of his own on the lamp posts in the village.

**14. Grass Cutting**

After contacting Trugreen to ask them to cut the village green in time for certain public events, it became apparent that Trugreen do not have a contract with the Parish Council to cut the grass, they were asked to do it and they have been continuing to do so since last year.

The Clerk asked for permission to get some quotes for next year from Trugreen and some other local companies that do grass cutting such as Lewis Tree Surgery and any others that Councillors can suggest. The Clerk would then present the quotes at the next meeting. However, it was felt that the areas that required cutting which would affect the quotes received should be reviewed before putting the work out to tender. Cllr Forster agreed to help the Clerk with this. It was also mentioned that the quote should include cutting hedges as well.

**15. To receive an update from the Clerk on issues not otherwise on the Agenda**

The War Memorial has now been cleaned; thanks to Mrs Sadie Ashton and Michael Luscombe.

**16. Matters for the clerk's attention raised by Councillors and items for the next Agenda**

Requests for items for inclusion to be sent to the Chairman 7 days before the date of the next meeting

The Clerk was asked to circulate the existing Emergency Plan with a view to making changes to it.

Volunteers for taking over the Neighbourhood Watch scheme in the village should be sought and the Clerk agreed to include this in the report for the Parish Magazine.

Cllr Coulson asked whether any further correspondence had been received from the owners of the Garage in Escrick regarding the proposed development. The Clerk agreed to ask whether the owner still wished to speak at a future Parish Council meeting regarding this.

Cllr Reynolds commented that if Escrick do go ahead with the snow patrols similar to the ones that Riccall have set up then advice from Keith Dawson in Riccall should be sought.

**17. Date and Time of the Next Meeting**

Monday 7<sup>th</sup> October 2013 at 7.30

There being no further business, the Chairman declared the meeting closed.